



Quick Help 7: Reviewing and Editing of Site Condition Records (Landbird and Marsh Bird)

Objective: In only 2 pages, AKN database users will learn how to edit and manage their site condition records, as well as understand how a site condition record is tied to an observation record.

Audience: AKN users with either *Biologist* or *Project Leader* access to one or more projects

Important Information

This guide is for users with landbird and/or marsh bird data in the AKN database, who are interested in editing *existing* site condition records ONLY. If you are wanting to add a new site condition record, please refer to the [AKN Quick Help Guide 2](#) for creating a new point count observation record or the [AKN Landbird Point Count and Marshbird User Guidance Manual](#) on ServCat. Before attempting to edit an existing condition record, it is important to understand that site condition records are tied to an observation record (i.e. bird count record) by LOCATION and DATE. Both the LOCATION and DATE must be identical between an observation record and site condition record in order for the two to be properly associated in and downloaded from the database.

Step 1. Navigating to the site conditions page

Start by logging in to the [Biologists Application](#) and selecting your project from the ‘**Projects**’ list. With your project selected, click on ‘**Site Conditions**’ underneath the ‘**Project Observation Types**’ section (this will be located on the upper far right side of the screen, last option in the list). From here you will be presented with a list of study areas associated with your project. Clicking on the ‘+’ next to the study area name will reveal any transects (i.e. units) nested within that study area. Similarly, clicking on the ‘+’ next to a transect (i.e. unit) name will reveal any nested sampling points. When you have navigated down to the point that you are interested in, click on the name of the point to edit and manage site conditions for that location.

Step 2. Reviewing and editing an existing condition

All existing site condition records associated with the location you selected above will be listed under ‘**Review / edit an existing condition**’, and are organized by date. To begin, select the date corresponding to the record you wish to edit. To delete an entire record completely, click on the red ‘**Delete this visit**’ button.

Note that you must re-enter valid site conditions with the same LOCATION and DATE as an existing observation record in order to replace the record that was deleted (please refer to step 3 for assistance



Avian Knowledge Network (AKN) Help Documentation

on creating a new condition record). Alternatively, you may double-click on any field with a blue line next to it to edit the information for that field.

WARNING on editing the 'Date' field: Site condition records are tied to an observation record by DATE and LOCATION. If you change the 'Date' on a site condition record you MUST make the same change on the related observation record to avoid any data errors. You may update the 'Date' field on an observation record by returning to the home page of the Biologists Application and selecting the correct observation type and date for the observation record you are interested in editing.

Step 3. Creating a new condition

In most cases, new site condition records should be created simultaneously when creating a new observation record (A.K.A. 'visit'). For guidance on how to create a new observation record, please refer to the [AKN Quick Help Guide 2](#) for creating a new point count observation record or the [AKN Landbird Point Count and Marshbird User Guidance Manual](#) on ServCat.

Site condition records are tied to an observation record by LOCATION and DATE. You will only be able to download data for site condition records that are appropriately tied to an observation record. When creating a new condition record, please ensure that both the LOCATION and DATE of the site condition record AND observation record match. To create a new site condition record, follow the process mentioned in Step 1 to navigate to the correct sampling point location. From underneath the '**+ Create a new condition**' section, select the site condition protocol you are interested in from the drop down list and click '**Start**'. Fill out all required site condition information and click '**Save**' to save your condition record in the database and associate it to an existing observation record. To confirm that the site condition record you created is properly associated with an existing observation record, navigate to the observation record by returning to the Biologists Application home page and selecting the correct observation type and date for the observation record you are interested in viewing.

Note that the site condition protocol you select should be of the same type as the related observation record (e.g. do not select 'FWS_MARSHBIRD_SITE_INFO' as your site condition protocol if the related observation record follows a protocol for waterbirds or landbirds. You would only select 'FWS_MARSHBIRD_SITE_INFO' as your site condition protocol if your observation protocol were 'BILeSV_AmB' or similar). If you do not see the protocol you are interested in, please refer to [AKN Quick Help Guide 5](#) for assistance with finding and assigning protocols to a project.